



**NOTICE
THE TRAVERSE CITY HOUSING COMMISSION WILL CONDUCT A
MEETING AT
8:00 A.M.**

**Thursday, April 17, 2014
Riverview Terrace
150 Pine Street
Traverse City, Michigan 49684
(231) 922-4915**

POSTED: April 14, 2014

The Traverse City Housing Commission does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Please contact the Housing Commission office, 150 Pine Street, Traverse City, Michigan 49684, (231) 922-4915, to coordinate specific needs in compliance with the non-discrimination requirements contained in Section 35.087 of the Department of Justice Regulations. Information concerning the provisions of Americans with Disabilities Act, and the rights provided hereunder, are available from the ADA Coordinator.

If you are planning to attend and you have a disability requiring any special assistance at the meeting, please notify the Executive Director immediately.

TRAVERSE CITY HOUSING COMMISSION
April 17, 2014

CALL TO ORDER

I ROLL CALL

II APPROVAL OF AGENDA

III CONSENT CALENDAR

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the Consent Calendar be removed there from and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.

If an item is not removed from the Consent Calendar the action noted in parentheses on the Agenda is approved by a single Commission action adopting the Consent Calendar. (All items on the consent calendar are italics.)

- A. *Consideration of Approval of the March 18, 2014 Regular session Minutes (Approval recommended)*
- B. *Consideration of Approval of Schedule of Disbursements for March 2014 for Public Housing and Section 8 HCV Programs (Approval recommended)*
- C. *Financial Statements for March 2014 (Approval recommended)*
- D. *Review and approve payment of invoices for April 2014*

IV Executive Directors Report

- FSS Program Report
- Correspondence/Information (*included*)

V OLD BUSINESS

A. Strategic Plan

- Governance Committee
 - Consideration of appointing Chris Christensen to the Governance Committee
- Business Plan
- Ad-Hoc Affordable Housing Committee
- Finance Committee
 - Consideration of appointing Daniel Galbraith, Mr. Gauthier, JoAnn Turnbull and Ilah Honson to the Finance Committee.

B. Uptown Development

- Update on negotiations
- Next Steps

VII NEW BUSINESS

A. Doubtful Account Write-Off

- A memo and list of accounts to be considered for write-off is included, together with a draft Resolution

B. Consideration of Employee Request

- Included is a memo from a TCHC Staff member requesting TCHC Board approval to remove funds from her 457 Deferred Compensation Account to cover a hardship/emergency.
- A draft Resolution is included for your consideration.

C. Consideration of Accepting 2014 Capital Fund program grant

- HUD posted the 2014 Capital Fund Program (CFP) grant awards on its website on March 18, 2014
- HUD Guidance required that the Annual Contributions Contract (ACC) Amendments be delivered to them by April 15, 2014
- An email was sent to each commissioner, together with a copy of the ACC stating that the ACC's would be signed and forwarded to HUD unless there were

objections from any Board member. Having received no objection, the ACC's were mailed

- We should consider adopting a Resolution, after the fact, of accepting the 2014 CFP Grant Award. Enclosed is a suggested motion and proposed Resolution.

D. Consideration of Contract Award – Emergency Generator Replacement

- Included are the proposals from contractors for replacement of the emergency generator at Riverview Terrace
- A recommendation from Dave Steinhauer of Alliance Architects is included
- Also included is an email proposal from MD Equipment Services to purchase our existing generator
- A memo, recommendation and proposed Resolution are included

VIII PUBLIC COMMENT

IX COMMISSIONER COMMENT

X ADJOURNMENT